



BLOCK PARTY REGISTRATION

Welcome to National Night Out 2013!

It's America's Night Out Against Crime! This is the 30th annual National Night Out, a crime and drug prevention event sponsored by the National Association of Town Watch. Mark your calendars and join us on **TUESDAY, AUGUST 6, 2013**



West Valley City residents have been participating in National Night Out since its creation. More than 35 events were held in the City in 2012. Groups that register with the City will potentially have visits from Police, Fire, and City Councilmembers. They will also be placed in a drawing to potentially have visits made by McGruff the Crime Dog and the National Night Out Knight. Block parties produce a wide range of creativity ranging from simple neighborhood meetings to large neighborhood dinners with live entertainment. Some groups choose to close a neighborhood street while others hold events at City parks or in a neighbor's yard. It does not require a large amount of money to make an event a success; many groups have pot-luck events where everyone in the neighborhood brings a favorite dish to share.

**Please plan to participate in 2013.
Together, we can make a difference!**

Start planning early:

- Organize a neighborhood block party committee.
- Please complete and return the ENTIRE packet by **July 25**
- Decide if you will be closing a street and submit a street closure request form.
- Complete the event registration form.
- Invite your neighbors (reminder cards and door hangers will be available in limited quantities).
- Post your National Night Out banner (limited quantities for registered groups) on August 1 to remind your neighbors to attend your event on August 6.

West Valley City
is giving
CRIME & DRUGS
a Going Away Party!



DUE JULY 25

BLOCK PARTY REGISTRATION

Neighborhood Association Name:

Event Date: ☐ Tuesday, August 6
☐ Other:

Expected Attendance:

Number of Homes Invited:

Exact Start and End Time of Event:

Suggested Time of Staff Visits:

Exact Address of Event:

Address is:

☐ City Park
☐ Street

☐ Private Residence
☐ Other:

Assistance Request Form Submitted:

☐ No ☐ Yes

Street Closure Request Form Submitted:

☐ No ☐ Yes

Barricades Needed:

☐ No ☐ Yes

How Many?

Caution Tape Needed:

☐ No ☐ Yes

How Much?

Planned Activities at your event:

Special Requests from the City:

Neighborhood Chairperson:

Email:

Address:

Zip Code:

Home Phone:

Cell Phone:

National Night Out Event Contact:

Email:

Address:

Zip Code:

Home Phone:

Cell Phone:



RETURN COMPLETED REGISTRATION FORMS TO:

West Valley City Public Relations & Neighborhood Services Office
3600 Constitution Boulevard | West Valley City, UT 84119
Fax: (801) 955-3604
Email: craig.thomas@wvc-ut.gov or neighborhoods@wvc-ut.gov





BLOCK PARTY ASSISTANCE

Neighborhood Association Name: _____

Event Date: ☐ Tuesday, August 6
☐ Other: _____

Expected Attendance: _____

Number of Homes Invited: _____

Exact Address of Event: _____

Address is: ☐ City Park ☐ Private Residence
☐ Street ☐ Other: _____

Sometimes donations will enable the City to help provide hot dogs, buns, potato chips, and bottled water to neighborhood events. Unfortunately, there are not enough resources to supply these items to every group planning events in the City. If you would like the City to help provide these items for your event, please answer the questions below and return this form along with your ENTIRE registration packet to the Public Relations & Neighborhood Services Office before Thursday, July 25. Recipients will be notified after July 29.

Please attach a TYPED sheet with your answers.

1. Why does your neighborhood participate in National Night Out?
2. How does National Night Out make a difference in your neighborhood?
3. How does National Night Out help to strengthen your relationship with the West Valley City Police Department?
4. How do you reach out to and include every resident in your neighborhood?
5. How do you celebrate and include the rich diversity of your neighborhood in your National Night Out event?
6. How will receiving these items help to make your event a success?
7. If you do not receive these items, will your neighborhood event still take place?
8. Requested Items (quantities):
Hot dogs & Buns _____ Potato Chips _____
8oz. Bottled Water _____ Paper Products _____

DUE JULY 25



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DUE JULY 25



STREET CLOSURE REQUEST

NATIONAL NIGHT OUT STREET CLOSURE REQUEST REQUIREMENTS

Step 1:

- Complete the following Street Closure Request application. The completed application needs to be returned along with the petition of consenting neighbors and a map of the area to the Neighborhood Services Office before July 25, 2012.

Step 2:

- Ask neighbors to sign the "Street Closure Request Petition." You should deliver a flyer to every home about the proposed block party with your address and phone number on it. Ask your neighbors for comments prior to the party and before going door to door for signatures.
- You must make an attempt to contact every homeowner on the street you are proposing to close and ask for their support. You are required to receive signatures of support from 51 percent of the homes on the street that will be closed. Remember to mark the street that will be closed off. Maps are available in Neighborhood Services Office.

- It is much easier to get approval to close a cul-de-sac than it is to get approval to close a through street. Main thorough-fares into subdivisions may not be closed off.
- Barricades must be removed by 10 p.m. as the City's noise ordinance restricts noise after that time.
- No alcohol is permitted on the street or public right of way.
- Barricades and tape are provided as a service by the City to close the street.
- Do not park cars to obstruct entry to streets or fire hydrants.
- For pedestrian safety, instruct residents to park their cars outside the boundaries of the closed street area if they wish to use their vehicles during the block party.
- It may be helpful to designate people who will supervise safety, and ensure noise control and cleanliness of the neighborhood.
- You may want to invite the Fire Department or the Police Department to come to your block party for demonstrations of the equipment (Sirens attract a good crowd). The Police K-9 Unit can also come to your block party for a demonstration if they are available.
- Take pictures of your party and Neighborhood Services will help you design and print a neighborhood newsletter.

Good luck and enjoy your party!

Step 3:

- Return the completed application, petition, and area map to the Neighborhood Services Office, Suite 230 at City Hall. Staff there will help you obtain the necessary approvals.

Step 4:

- After the approval, make arrangements to pick up barricades or caution tape from the Neighborhood Services Office. As a reminder, West Valley City Hall is open Monday through Thursday from 7 a.m. to 6 p.m.
- Barricades need to be returned the next business day, Monday through Thursday. There are a limited number of barricades being rented by the City for National Night Out.



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DUE JULY 25

STREET CLOSURE APPLICATION

Neighborhood Association Name:

Event Date: ☐ Tuesday, August 6
☐ Other:

Time of Proposed Closure (Start and End Time):

Name of Proposed Street to be Closed:

From House #:

To House #:

ATTACH A MAP CLEARLY SHOWING PROPOSED CLOSURE.

Barricades Needed: ☐ No ☐ Yes How Many:
Caution Tape Needed: ☐ No ☐ Yes How Much:

Person Requesting Closure:

Email:

Address:

Zip Code:

Home Phone:

Cell Phone:

FOR OFFICE USE ONLY:

City Council:		Police CSO:		Code Enforcement:		CDBG Area:	
PR&NS Approval:		Police Approval:		Fire Approval:		Public Works Approval:	



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STREET CLOSURE PETITION

NATIONAL NIGHT OUT STREET CLOSURE REQUEST REQUIREMENTS

I live on the street that will be closed for the neighborhood National Night Out block party.
I support closing the street for this purpose.

Name: _____ Address: _____

Comment: _____

Name: _____ Address: _____

Comment: _____

Name: _____ Address: _____

Comment: _____

Name: _____ Address: _____

Comment: _____

Name: _____ Address: _____

Comment: _____

Name: _____ Address: _____

Comment: _____



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